Approved For Release 2001/08/01 : CIA-RDP84-00499R000600020103-5

SECRET

6 September 1963

MEMORANDUM FOR : Mr. Kirkpatrick

SUBJECT : Report of Cabl

: Report of Cable Secretariat Operations from

1 - 31 August 1963

1. Cables Processed

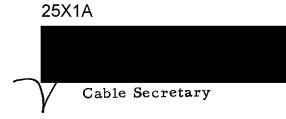
- a. CIA cables processed totaled 19,564 IN cables, 7,509 OUT cables, 1,702 TD's and 3,114 miscellaneous items for a total of 31,889 work items. This represents an increase of 6,734 items or 27% over the 1962 monthly average of 25,155 work items.
- b. Non-CIA cables totaled 15,058, an increase of 2,093 or 16% over the 1962 monthly average of 12,965.
- c. The combined work units of CIA and non-CIA cables including miscellaneous and service requests totaled 46,947 items. The August total represents an increase of 8,829 or 23% over the 1962 monthly average of 38,118. The Cable Secretariat did a daily average of 1,514 items each 24 hours including Saturdays and Sundays.
- d. 1,218 cables or 3% of all cables processed were furnished to the Director as compared to 1,070 or 2.5% for July 1963.

2. Personnel

25X1A

25X1A

There is no change over our previous monthly report. However, our ceiling has increased to since the CIA Reference File Section was transferred to the Cable Secretariat. This gives us a total strength of against a ceiling of 96.



GROUP 1 RDP84-06499R0606600201103-5 downgrading and declassification